

Bolton Free Library
Board of Trustees Meeting
MINUTES

SEPTEMBER 27, 2017

1. Roll Call of Trustees and Meeting Called to Order. **7:05 PM**
Carole Newell (2022) Kirsten Crist (2022) Joy Barcome (2021) Jim Senese
(2021) Emma Calautti (2020) Julie Whitney (2019) Carla Cumming (2019)
Maryellen Moseman (2018) Vince Palazzo (2018) **abs**

2. Review and accept minutes of August Meeting.

Motion to accept: Emma

Second: Maryellen

Motion passes

3. Treasurer's Financial Report

- Monthly report for August

- Lists of checks for August

Reports were distributed and reviewed.

\$70.00 credit for Verizon is accounted for

Gala- approximately \$17,000.00

Checking balance- \$59, 422.96 as of 9/27 at 7:36 PM

Money Market- \$35,114.78 as of 9/27 at 7:36 PM

Motion to accept: Joy

Second: Julie

Motion passes

4. Director's Progress and Service Report.

*** Report reviewed**

*** Discussed changing the display**

Motion to accept: Carla

Second: Maryellen

Motion passes

5. Committee Reports

Financial (Chair: Maryellen, Vince, Julie)

Audit- **Done**

Baker and Taylor information all in one folder

Packing slips necessary

Receipts necessary

Policies and Procedures (Chair: Joy, Emma, Carole)

Spending Authority for Library Director- **\$100.00- exclude books (office supplies)**

• **Take out of P and P that we post financial reports. Instead, we will make the reports available, upon request.**

Fundraising (Chair: Emma)

• **Thank you (November 8th)**

• **Invite on library website**

• **Board will contribute**

Buildings and Grounds (Chair: Carla, Vince)

- Starting ramp on Monday
- Complete tree take down on Monday
- Working on bids for storage room
- Carpets are clean
- Will get runners after rest of carpets are clean

Annual Book Sale (Chair:Carole, Carla, Kirsten)

- Carole is sorting books

Sunshine Committee (Chair: Julie)

- Up to date

Grants (Chair: Vince, Joy)

- Book drop?
- LED Lighting?

Personnel (Chair: Vince, Carole, Emma)

- Carole and Megan working well together

Website (Chair, Megan)

- SALS financial report on-line

6. Old Business

Verizon- got credit (will know how much next time)

Printer- will be done by November

7. New Business

- * Chamber Annual Dinner- portion of money was for a fundraiser

8. Communications

- * Meredith McComb renewed "New Yorker" subscription

9. Events

- * Ed Sheridan – walk discussion tomorrow

- * Vince- reading about Civil Rights Movement (end of October- 10/28)

NEXT MEETING WILL BE OCTOBER 25 AT 7:00PM

Motion to close the meeting:

Maryellen

Second: Julie

All in favor

Respectfully submitted by Joy Barcome

Bolton Free Library Secretary